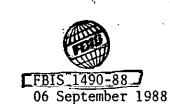
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| MEMORANDUM FOR: Deputy Chief. Administrative Division/UIE | 25X1 |
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| FROM: Chief, Administrative Staff, FBIS | 25X1 |
| SUBJECT: Confirmation of | 25X1 |
| 1. Thank you for confirming the FBIS Offsite Conference 2-4 November at We are expecting 35 attendees, with a guest list to soon follow. | |
| 2. The attendees will be arriving by both POV | 25X1 |
| They are expected to arrive after 1500 on 2 November, departure from will be 4 November in the afternoon. | 25X1 25X1 |
| 3. An agenda will be provided, consisting of all day briefings. The evening of 3 November will be a meal and an address by the DDS&T | |
| 4. From this point on, all administrative details should be addressed to FBIS Administrative Staff. | 25X1 |
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| CONFIDENTIAL : | |